

## Terri Jones

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**From:** Terri Jones  
**Sent:** Wednesday, May 18, 2016 11:15 AM  
**To:** 'nepstein@collinswoerman.com'  
**Subject:** Needs prior to issuing BNR16-02074 - EXIST BDLG D MODIFICATION

**PERMIT NUMBER:** BNR16-02074  
**PROJECT NAME:** EXIST BDLG D MODIFICATION

The building permit mentioned above has been approved and is ready to be issued. The following items are required prior to issuance:

- Provide Contractor information (name, full address, State Contractor License, UBI#, Phone number)
  - Contractor must have a current City of Kirkland Business License (Business License 425-587-3140)

Once all requirements have been met please notify the Building Department by emailing [permittech@kirklandwa.gov](mailto:permittech@kirklandwa.gov).  
**We will send your final invoice through MyBuildingPermit.com, and once the payment has been received, we will upload the permit documents there.**

If you have any questions, please call 425 587-3600 and speak with any of the Permit Technicians in our department.

Thank you,

### **Terri Jones**

ICC Certified Permit Technician  
Planning & Building Department  
City of Kirkland  
425-587-3627 (Direct Line)  
425-587-3600 (Building Department Main Line)  
[tjones@kirklandwa.gov](mailto:tjones@kirklandwa.gov)

*You can now apply for, check your permit's status and request inspections online at [www.mybuildingpermit.com](http://www.mybuildingpermit.com).  
Check out Kirkland's NEW Interactive Mapping Portal [City of Kirkland Washington - Interactive Mapping Portal - Maps.Kirklandwa.Gov](http://CityofKirklandWashington-InteractiveMappingPortal-Maps.Kirklandwa.Gov)*

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